

DEPARTMENT OF HUMAN SERVICES
DIVISION OF JUVENILE JUSTICE SERVICES
POLICY AND PROCEDURES

Policy No: 04-06
Subject: Visitation

Effective Date: 08/11/04

Revision Date: 05/11/11

I. Policy Statement

Division programs and facilities will provide for and encourage the visitation of parents, legal counsel, clergy and professional workers. The number of visits a juvenile may receive and the length of visits may only be limited by space, schedule, facilities, and personnel constraints; or where other substantial reasons to justify such limitations exist.

II. Rationale

It is critical for each juvenile to maintain a support system through safe and orderly visits from parents, attorneys, clergy and professional workers. .

III. Definitions

A "guardian" is a person(s) legally responsible for the care and management of the minor.

IV. Procedures

- A. Visiting hours are at the discretion of the facility administration. Whenever possible, accommodations shall be made to accommodate parents' or guardians' schedules.
- B. Visitation for juveniles in community placement will be coordinated and approved by case managers.
- C. Visiting rules shall be made available to juveniles and their visitors.
- D. The program or facility director or designee may limit or deny a visit, based on juveniles' and or visitors' behavior.
- E. Parents (legal guardian), attorneys, clergy and professional workers may visit juveniles. Law enforcement officers may visit juveniles as specified in JJS Policy and Procedure 5.14..
- F. Purses, backpacks, cell phones, electronic equipment and other personal items brought by visitors are to be left outside the facility or in provided lockers. Any packages brought to the facility will be subject to search.
- G. All visitors will sign in prior to visits and are required to show picture identification.

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- H. All visitors in a secure care facility are subject to be searched with metal detector.
- I. Programs shall maintain a visitation log documenting date, visitor, length of visit, and room used.

V. Continuous Renewal

This policy shall be reviewed every three (3) years to determine its effectiveness and appropriateness. This policy may be reviewed before that time to reflect substantive change.

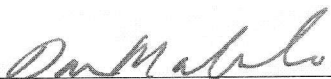
This policy has been reviewed by the Board of Juvenile Justice Services, and is approved upon the signature of the Director.



E. Mark Bezzant, Chair
Board of Juvenile Justice Services

05/11/11

Signature Date



Dan Maldonado, Director
Division of Juvenile Justice Services

05/11/11

Signature Date